



BEHAVIOUR FOR LEARNING (B4L) POLICY

Policy Approval Date: January 2025

Review Cycle: Biennial

Next Review Date: January 2027

Rationale

In order for the School to run efficiently, staff, parents and students must know the consequences for both positive and unwanted behaviours. It is important to ensure all staff use the system consistently to recognise achievement and emphasise positive behaviour. Moderation and consistency of sanctions and rewards must be applied in order that students feel the system is fair.

General Statement

Positive behaviour should be rewarded, and unwanted behaviour be recognised and challenged appropriately. The system must be understood by all students, parents and staff. It is a system which provides a vehicle to monitor the behaviour of students and can be used to show progress and success. The sanction and rewards system is applicable in all aspects of all life, save for Boarding which has its own behaviour management protocols. The School will use all available means to publish and promote achievement by all members of The School. We believe in redemption and giving students the opportunity to learn from their mistakes.

Aims & Objectives

To promote the positive recognition of success amongst all students in the school community through public celebration and contact with parents and guardians.

- To allow staff to identify behaviour concerns and act on that information swiftly.
- To enable students to know which behaviour is acceptable and which is not.
- To celebrate students' progress, students' work, commitment and high levels of effort and achievement.
- To reward students frequently for a variety of achievements.
- To keep the community safe and running smoothly.
- To quickly spot patterns of behaviour and arrange appropriate interventions.

Processes & Procedures

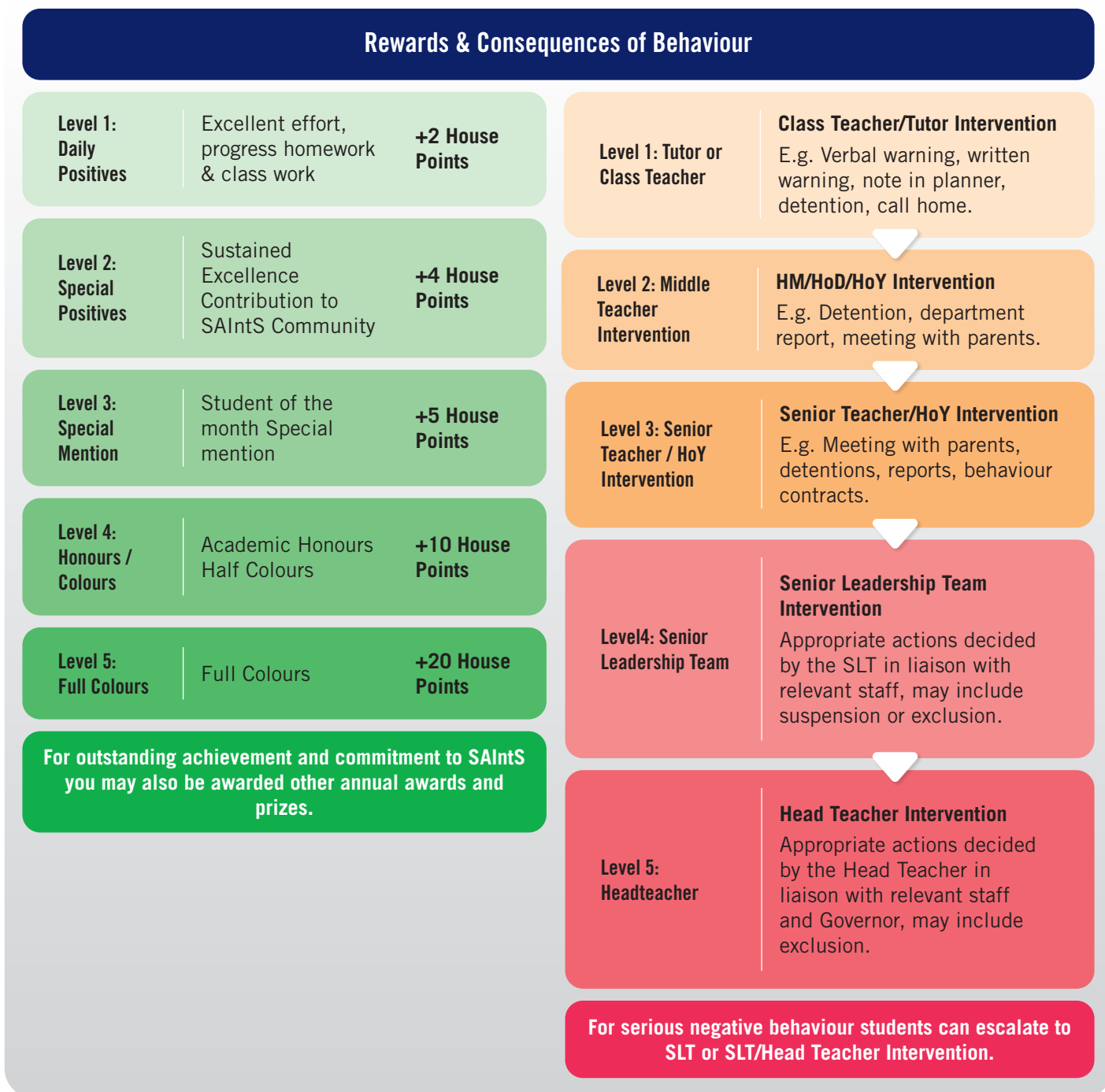
Behaviour Management

We aim to reward positive behaviour through House points and discourage negative behaviour through high expectations, clear boundaries and, where necessary, sanctions. SAIntS uses Go4Schools to record positive (Achievements) and negative (Concerns) behaviours. These are monitored by HoDs, HoYs and SLT. Staff must follow the B4L ladder below.

All behaviour incidents should be acted upon. We encourage staff to do this to enable us to support and care for students. This allows us to see the whole picture and provide necessary support and interventions. Low-level incidents should be dealt with in the first instance by the teacher at hand. Staff should ensure that concerns are written in the student's planner. If any member of staff feels they need further support in developing their behaviour management strategies, they should request this through their line manager. SAIntS does not employ a 'demerit' or 'negative House points' system: negative behaviours are logged in Go4Schools with a value of zero (0) points

although they are coded in such a way that Heads of Year and other middle and senior leaders may track and monitor patterns.

B4L Ladder



Rewards

House Points

Public verbal praise and House points are our main reward strategies. House points contribute to the termly and annual inter-House competitions. Teachers and support staff may award student House points for a variety of reasons. Please refer to the table above. These must be recorded in GO4SCHOOLSGo4Schools in the Achievements section.

Go4Schools allows Form Tutors to provide their tutees with a weekly update on their House points totals. Form

Tutors are required to share this information.

House Managers and Heads of Year seek to award and celebrate students' achievement, effort, progress, work and contributions to SAIntS by having termly awards assemblies. They can also arrange more specific rewards for students and groups of students who have shown excellence in a variety of ways. These should be approved at SLT level.

There are termly awards for individual students, based on their cumulative House points total throughout an academic year:

Award	Years 7-9	Years 10-13
	Number of House Points Required	
Bronze Award	200-299	100-199
Silver Award	300-399	200-299
Gold Award	400-499	300-399
Headteacher's Award	500+	400+

These will be awarded in the end of term assemblies.

Letters of commendation for effort

During our report cycle parents will be sent a letter of commendation if the student has an average effort score of 3.75 or above. HoYs will proofread letters and sign these.

Colours

Once a term during the final assembly selected subjects may award students in Drama, Music and Sport. Each department has specific criteria for these.

- Special Mentions
- Half Colours
- Full Colours

Academic Colours are awarded for excellence across all academic subjects according to their own criteria, overseen by a designated member of SLT.

- Special Mention, awarded to students in Years 7—13, according to specific criteria and based on recommendations from Heads of Department
- Half Academic Colours, awarded to students in Years 12 & 13, unless in special circumstances, using IGCSE/AS results and effort scores
- Full Academic Colours, awarded to students in Years 12 & 13

Awards and Prizes for Student Achievement, Attainment, Progress & Effort

Student attainment: at the end of each academic year, students with the highest grade in their year for each subject will receive a certificate of attainment.

Student of the Month – each department nominates a student per year group in line with their own criteria. They receive House points and a certificate. This is coordinated by the admissions officer.

SAIntS Academic Commitment Award -awarded to 5 students in each year group with the highest average effort scores across the 3 terms.

Subject Progress Award – awarded at the end of the year to one student/subject/year group

Overall Progress Award – awarded to one student per year group

Prize Giving Ceremony

The school celebrates and recognises the progress and effort of students in an end of academic year achievement ceremony where parents are invited to share in a celebration of their child's achievements and efforts. Each subject nominates a student per year group who has shown outstanding commitment or progress in their subject area.

Staff are asked to contribute to a range of special awards

- Senior Sportsman Award
- Senior Sportswoman Award
- Junior Music Award
- Senior Music Award
- Junior Drama Award
- Senior Drama Award
- Philip Muleme Award - for excellence in Art and Design
- Paul Leathart Award – for excellence in Design Technology
- John Webb Award – for achieving through adversity in Mathematics
- Fitzsimon’s Award – for achievement through adversity
- PTA Award – for excellence in contribution to the community

Sanctions

Behaviour at SAIntS is mostly extremely good. Each department should have agreed expectations for equipment and deadlines for homework. Any issues should be recorded and HoDs are expected to monitor behaviour within their departments. Detentions should be short and at the teacher’s convenience.

Parents must be kept informed of all concerns. The most efficient way of doing this is to record concerns in the student’s planner. All staff are expected to do this.

Likely actions at classroom teacher level are:

- Verbal warnings
- Conversation and dialogue
- Seating plan changes
- Calls home to parents
- Short, focused detentions
- Department report

Sanctions may escalate in line with B4L ladder:

- HoD/HoY detention
- Letters home
- Change of groups and seating plans
- Change of tutor group
- HoY/HoD/SLT report
- Meeting with parents
- Behaviour contracts
- SLT detention
- Internal exclusion
- External exclusion

The final and last resort is a permanent exclusion.

Behaviour outside classrooms

All students are expected to behave in a responsible and respectful manner around the school, on trips, at events and while wearing school uniform. Staff should utilise the planner if conduct is not meeting the School’s expectations and should record concerns on Go4Schools and where necessary inform the student’s tutor and HoY. Serious incidents should be reported directly to SLT. All those involved should ensure they write a statement regarding the issue.

Behaviour in Boarding

As for all students, the School and its staff act in loco parentis for boarders. This duty of care and responsibility to guarantee the health, safety and high behaviour standards of students is even greater for those who stay on campus. Behaviour management in Boarding therefore balances:

- a recognition that, outside of the school day, boarders are 'at home' and cannot be subject to the same discipline measures applied in school.
- a need to ensure that behaviour concerns in Boarding are dealt with in an appropriate and consistent way, and recorded in case they should impact any student's behaviour, academic progress or socio-emotional wellbeing in school.

Mobile Digital Device Procedures

With advances in technology, almost every student has access to at least one digital device. Students may be prone to misuse of these devices both inside and outside lessons.

KS3

- Years 7 to 9 are not permitted to have mobile phones at school – any student seen with a phone should have it confiscated and passed to the Main Office

KS4

- Mobile phones are not to be seen or heard during the school day or used at any time between 6:30 to 15:30 unless given explicit permission from a member of staff
- If a student carries their mobile device, it must be switched off during the school day
- No use of cameras or playing music on or off headphones are allowed unless permission has been given by a teacher. This should be rare and conducive to good learning
- Smartwatches linked to online applications may not be used except for the purpose of telling the time

KS5

- Students are only permitted to use their phones in the Sixth Form area, including listening to music

All students

- Students are not permitted to take pictures or videos of events, fellow students or staff at school except with prior permission and clear guidelines given first by the teacher responsible
- If a student is found to misuse their mobile device for any reason, cyber bullying, inappropriate photos, texting/ internet in class etc, parents will be contacted, and appropriate action taken by HoY/SLT
- In exceptional circumstances under this category, the School reserves the right to pass the matter onto MACRA or the Police cybercrime unit.
- In an emergency that requires phoning home, a student must go to Reception, not use their mobile device
- Students should take responsibility for their mobile devices at all times. They must not leave bags unattended at any time. Certain departments may choose to offer to look after mobile devices during lessons, but it is not school policy to do so as a matter of course. Under these circumstances, The School takes no responsibility for damage or loss
- The school takes no responsibility for loss of stolen devices. Our recommendation is that students should always leave their mobile equipment at home
- On days where a student is sitting examination papers, mobile devices should be left at home. Any student who brings a phone into school on an examination day must hand their phone in to the mobile phone hand in desk which will be advertised outside of the examination hall. According to the examination board mobile phone guidelines, it is an offence to bring a phone into an examination hall. Any student who does this will be removed from the examination and risks being barred from all further examinations

Exceptions:

A teacher may give specific students written permission to carry a mobile device during a planned event

- A teacher asks students to use mobile devices for a specific pre-planned educational purpose and then only in that teacher's lesson on the planned lesson date – for the rest of the day, the normal rules apply
- A member of SLT gives a student specific permission for an exceptional reason

Teachers should not feel under any pressure to allow students to use their mobile devices in lessons. The answer to students' requests to use their phone is "no" unless the teacher has planned the mobile device usage in advance as part of the teaching and learning process.

Staff Action

If a student is seen with a mobile phone or electronic device, teachers should adhere to the following guidelines:

If in class, the phone should be taken for the duration of the school day. This must be recorded on Go4Schools as phone misuse.

Confiscated phones should be handed into the Admin Office to be kept safely in the safe.

If a student refuses to hand over a device, record as a 'serious behaviour concern' on Go4Schools and report this to the relevant member of staff, e.g., HoD, HoY or member of SLT who will then see the student and inform parents.

Confiscated phones will be kept by The School for that school day for the first offence and up to 5 school days for a second confiscation in the same term. (This depends on the day as it may run into a holiday or weekend.) A third incident in the same term will require the parents to meet with the student's HoY to collect the phone from school, following it being kept in school for 5 school days.

Go4Schools- Achievement Categories

HP L1 – Excellent Effort

House Point Level	Reward	Number of House Points
Level 1	Excellent effort	2
	Excellent classwork	2
	Excellent homework	2
Level 2	Significant improvement in attainment/behaviour/effort	4
	Sustained excellence	4
	Contribution to SAIntS community	4
	Participation in House competition	4
	Leadership/exceptional contribution	6
	Student of the Month Award	6
	Letter of Commendation	6
	Global Goals passport: bronze	6
	3rd place in House competition	6
	Global Goals passport: silver	8
	2nd place in House competition	8
Level 3	Global Goals passport: gold	10
	1st place in House competition	10
	Special Mention	8
	Duke of Edinburgh Award: bronze	10
	Junior Honours	10
	Academic Honours	10
	Duke of Edinburgh Award: silver	16
	Half Colours	16
	Duke of Edinburgh Award: gold	20
Full Colours	20	

Go4Schools categories - Behaviour (marked as -1 not counted in House league table)

Behaviour Level	Concern
Level 1	Lack of effort
	Late to lesson
	Homework concern
	Incorrect uniform/kit
	Missing equipment
	Minor disruptive behaviour
	Uncooperative behaviour
	First mobile device confiscation
Level 2	Escalation of B4L L1 concern
	Failed to meet coursework/exam deadline
	Persistent defiance/rudeness
	Persistent disruptive behaviour
	Persistent lateness
	Plagiarism
Level 2/3	Failure to meet HOD/HOY/HM expectations
Level 3	Failure to meet HOD/HOY/HM report targets
	Truancy
	Escalation of B4L L2 concern
Level 4	Escalation of B4L L3 concern
	Failure to meet SLT expectations
Level 5	Escalation of B4L L4 concern
	Failure to meet HT expectations